Permit #F00019202-D

FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00019202-D **Type of Permit:** FILMING **Release Date:** 08/24/2009

Production Company UNIVERSAL NETWORK TELEVISION LLC

Insured Company Name UNIVERSAL NETWORK TELEVISION LLC

Contact Phone No. 1 818-777-1000
Contact Phone No. 2
Fax 310-969-1100
Address 100 UNIVERSAL CITY PLAZA, BLDG 1320/PH 1
UNIVERSAL CITY, California 91608

Production Title THE OFFICE

Type of Production TV Drama

Producer randy cordray

Director Paul Feig

1st AD Kelly Cantley

Production Manager Steve Burgess

FilmL.A. Coordinator Hans Groszkruger

Location Manager kyle alexander
Primary Phone Office - 818-786-6666
Secondary Phone Mobile - 310-909-9064

Location Assistant na na
Primary Phone Office - 000-000-0000
Secondary Phone

Fees

FILMLA FILM PERMIT RIDER FEE	$100.00
LA CITY DEPT OF REC AND PARKS SPECIAL FACILITY ADMINISTRATION FEE	$150.00

Total Permit Fee $250.00

Number of Locations 1

NOT A PERMIT

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Summary Information

Location

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Production Company UNIVERSAL NETWORK TELEVISION L...
Insured Company UNIVERSAL NETWORK TELEVISION L...
Production Title THE OFFICE

Location Manager kyle alexander
Primary Phone Office - 818-786-6666
Secondary Phone Mobile - 310-909-9064

Location Address 4730 Crystal Springs Dr, Los Angeles, CA, 90027

Location Names GRIFFITH PARK

Location Type Park

Location Description LOS ANGELES CITY PARK

Film Dates 8/23/2009 - 8/25/2009 00:00 - 00:00

Open or Closed to the Public Open

Generic Conditions All Vehicles must be parked legally.
Must comply with attached Rec & Park Conditions
No Cast and Crew parking on areas streets.

Please see attached document THE OFFICE TRAVEL TOWN PARKING LOT.pdf

Equipment on Location

Type	Quantity
5 or 10 ton trucks	4
Cast/Crew vehicles	75
Cube Trucks	4
Generator	1
Honey Wagons	2
Motor Homes	2
Picture vehicles	3
Semi Trucks	5
Stakebed Trucks	3
Vans	4

Personnel on Location

Type	Quantity
Cast	10
Crew	85
Extras	80

Filming Activities NO FILMING LOCATION IS FOR BASECAMP ONLY;

Jurisdiction **Political:** Los Angeles City - Council District 04 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Location Notes

Coordinator Note NO FILMING. BASE CAMP AT TRAVEL TOWN MUSEUM PARKING LOT

Coordinator Note RIDER "D" RELEASES LOCATION

Coordinator Note 8/23 6PM-12AM
8/24 12AM-12AM
8/25 12AM-10PM
NO MONITOR FOR PARKING AT TRAVEL TOWN MUSEUM LOT PER C. RIBEIRO, PARK FILM OFFICE

Parking

Base Camp
Location Type : Private Parking Lot
Street :

Crew Parking
Location Type : Private Parking Lot
Street : 12225 Ventura Blvd.

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Failure to comply with these conditions will be in violation of your film permit and may result in revocation of permit.

- NO vehicles or heavy equipment allowed on turf unless otherwise approved by the Park Film Office.
- MUST remove all self-generated trash.
- Use of City dumpsters or trashcans is prohibited.
- MUST work around park activities. NO exclusive use of park.
- MAY NOT block service roads, driveways, or parking lot access.
- MAY NOT park in handicap or electric vehicle parking stalls.
- NO alterations to park property unless otherwise approved by the Park Film Office.
- Company must provide own gate or overnight security as determined by the Park Film Office.
- NO staking or drilling into turf, rocks, trees, or asphalted areas unless approved by Park Film Office.
- MUST use water barrels or sandbags for tent set-up.
- MUST provide own restroom facilities.
- MUST restore alterations or damages to original or better.
- Smoking is only allowed in designated areas specified by a Park Film Monitor or Fire Marshall.
- If no monitor or Fire Marshall is assigned; there will be no smoking with the exception of an actor smoking while performing or a part of the scene.
- The designated smoking area may not be near any patron activity or facility. Large sand or water filled buckets must be placed in this area for disposal of tobacco products.
- The designated area may be revoked or not allowed at all depending on weather and location conditions.

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UNIVERSAL NETWORK TELEVISION – THE OFFICE
TRAVEL TOWN

DRAFT PERMIT

- Failure to comply with these smoking guidelines may result in a fine.
- MUST adhere to Monitors instructions at all times. Monitor's instructions or judgment may override written guidelines.
- Must adhere to any instructions given to company by Travel Town staff or management.
- OK to basecamp at the Travel Town parking lot.
- Must leave parking stalls for park patrons.
- May not block fire lane at any time.
- May not block entrance to Travel Town or maintenance yard.

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